



**Meeting Time and Place:** Tuesday, October 26<sup>th</sup>, 2010. Cove Deli in Polson, 8:30 a.m.

**In Attendance:** Marilyn Becker from Lake County Office of Public Assistance; Gib Turner from Lake County Community Development Corporation; Theresa Jones from St. Luke Community Healthcare; and Debbie Krantz, Todd Erickson, and Whitney Cantlon from Lake County Job Service.

**Speaker Topic: Gib LCCDC**

Gib presented on upcoming events with Lake County Community Development Corporation. All of the events are attached to these minutes and are available for your review. If you have any questions, please contact Gib at (406) 676-5901.

**Treasurer's Report:** Jessie was not able to attend the meeting, but emailed a report that our current balance is \$6,304.78 after paying for ABC expenses. Please contact her with any questions.

**Old Business:**

**Review and Approve Minutes:** Gib motioned to approve last meeting's minutes without any changes. Marilyn seconded his motion.

**Top Five 'Hot Topics' for Employers:** At our last meeting, Todd presented the online business resources available on the Job Service website. He had asked each JSEC member to bring a list of what they feel might be "hot topics" for employers that we could use as a recruiting tool. Some of the topics that were suggested included: HR Toolkit, Finding the Right Fit (Hiring and Retention Resource), SBDC Info (Small Business Development Center Start Up Tools), Top 10 Tips for Making Great Hiring Decisions, and Guide to Conducting Background Checks. Only one member brought their top five list, so Todd asked that the rest of the committee bring their topics to our next meeting. The committee is still considering marketing with business cards, as Marilyn had suggested, and a top five list might generate interest to check out the resources available.

**Wendy Samson:** Wendy has been asked to come back to Libby in the spring and Todd wondered if the committee would like to bring her back to Polson, as she was well received at her last presentation. Showboat had mentioned that Wendy seems to be geared more toward corporations and it might be worth visiting with her to see if she could tone down a presentation to meet small business needs. Todd offered to visit with Wendy and the workshop committee will bring back a list of topics for review to our next meeting. Marilyn suggested revisiting customer service, as that seems to be a real need in our community. Gib asked that the committee keep him posted, as LCCDC might be able to pay for a few people to attend.

**ABC Clinic:** Todd gave a quick recap of the event. We had a great turnout, with about 35 people. Despite a few minor technical difficulties, the program was well received. Unemployment seemed to be a hot topic for employers.

**Business Resource Brochure:** Whitney updated the resource brochure, which lists videos and books available for check out through the Job Service. The hand out is attached to these minutes, but if you would like printed copies please contact Whitney or Todd. Gib also offered to put an electronic version on the LCCDC website.

#### **New Business:**

**“Give ‘Em the Pickle” Training: Convert to DVD?** Todd suggested converting this VHS to a DVD version so that more businesses would be able to utilize the resource. Whitney suggested that JSEC consider purchasing the DVD instead and donating the VHS version to St. Luke’s since they use it so often. Todd will get a cost comparison for converting vs. purchasing and bring that to our next meeting.

**Workshop Committee Meeting:** Todd brought a list of a few workshop ideas and would really like the workshop committee to meet sometime next month to start brainstorming. Last year Todd, Whitney, Jessie, and Heather served on this committee. Whitney will contact them by email to get a meeting time arranged and they will report back next month with workshop ideas.

**Scholarship Committee:** Shelly, Marilyn, and Jessie served on this committee last year. Although Shelly was not present today, she did mention that she would like information to get out to the school counselors earlier this year to give students ample time to apply. Whitney will work on getting this information out to the local counselors and keep an eye out for the state scholarship as well.

**Manager’s Report:** Debbie had to leave the meeting early today so Todd and Whitney provided an update. Todd mentioned that, due to budgetary reasons, the state MSEC conferences will now occur every *other* year, instead of every year. Debbie wanted to be sure to mention that our Workforce Services Division Administrator, Mike Cooney, will be taking a six month leave of absence to serve as Interim Director of the Montana Historical Society so the Bureau Chiefs will be picking up his duties during that time. She also provided a handout of each counties current unemployment rate. If you were unable to attend the meeting, you can view the same statistics at:

<http://www.ourfactsyourfuture.org/cgi/databrowsing/?PAGEID=4&SUBID=268>

**Next Meeting:** Our next meeting will be Tuesday, November 23<sup>rd</sup>, at 8:30 a.m. at the Cove Deli.